

# Murray State University - College of Education

## CAC Meeting Minutes

7/3/2012

Minutes approved by CAC (7/17/2012)

**Present:** Renee Campoy, Ginny Richerson, Alesa Walker, Robert Lyons, Ron Milliner, W.A. Franklin, David Whaley

**Visiting:** George Patmor, Kellie Harlan

1. **Welcome**

Dr. Whaley greeted the CAC members for his first meeting and thanked Dr. Campoy for her work as interim dean and Kellie Harlan for her help in organizing this first CAC meeting. Dr. Whaley presented the purpose of the COE Fastfacts as a flexible document to reflect on-going College activities and accomplishments.

2. **Protocol for Meetings**

Dr. Whaley shared his thoughts on the protocol and organization of future CAC meetings. He suggested a continuation of the process by which the CAC meets the 1<sup>st</sup> Tuesday of the month and on the 3<sup>rd</sup> Tuesday of the month. The CAC membership includes dean; assistant dean; the department chairs; the directors of TES, KATE, and TQI; and the coordinator of grants, finance, and partnerships. Trish Lofton provides support services to the CAC.

3. **COE Budget Planning and Review Teams**

Dr. Campoy updated the CAC on the creation of the BPR teams as outlined in President Dunn's concept paper to "reallocate existing resources from weaker and less essential, to stronger more needed, programs". Dr. Whaley reported that the COE BPR membership will be limited to 7-10 voting members, include a Faculty Senate appointee, a Staff Congress nominee, and a student (SGA nominee). The CAC members recommended three faculty members, each representing one department, as well as a school district representative. Because of limitations on the numbers of members who can participate on the BPR team, some representatives may act in a non-voting capacity. The CAC discussed other aspects of the process including consensus decision making and the involvement of others on an ad hoc basis who can provide specific expertise.

4. **SACS Program Assessment**

Dr. Campoy explained the deadlines and two new requirements for report SACS program and unit assessment.

September 17, 2012	2011-12 assessment/unit reports due
October 1, 2012	2012-13 assessment/unit plans due
November 1, 2012	Mission statements and course alignment matrices due
June 3, 2013	2012-13 assessment/unit reports due*

\*Note the early deadline for the 2012-13 assessment/unit reports to facilitate the writing of the institutional report. This may preclude the use of the PRAXIS exams as a data source for program assessment since the scores are released so late each fall. Also, while many programs have already completed assessment alignment matrices, these will need to be revised to utilize the SACS format.

4. **Anticipated New Hires**

For the 2012-2013 year, the ECE department is still engaged in three faculty searches (elementary social studies, early childhood/special education, and 2+2 coordinator, Hopkinsville campus). The ACS department is engaged in one faculty search (clinical supervision). Anticipated searches for 2013-2014 include one from each department.

5. **Anticipated Tenure and Promotion List for Provost**

Four faculty are eligible to be considered for tenure/promotion to associate professor.

6. **Set College Dates**

- **CAC Retreat-** Is tentatively set for the last week in July or first of August. Kellie will create a doodle to narrow down a date.
- **Transfer Orientation-** Tentatively set for August 20, 2012 @ 12:00pm where pizza will be served.

- **Fall College Meeting-** Set for Monday August 20, 2012 from 8:00-12:00pm.
- **Department Meetings-** Set for Monday August 20, 2012 from 8:00 – 10:30 am and from 1:30-4:30pm for ACS and ECE. The ELC department meeting will be from 9:00 – 10:00 am.
- **Fall Comprehensive Exam Date-** Set for October 27, 2012 from 8:30-1:30pm
- **KATE New Faculty Orientation to Classroom Technology-** Set for August 15, 2012 1:00-3:00pm.

7. **Information Items**

- **University Governance Election Results - The following faculty were elected to university committees:**  
 Academic Council – Dr. Ginny Richerson  
 Academic Appeals Board – Dr. Yuejin Xu  
 Faculty and Staff Insurance and Benefits – Dr. Ajay Das  
 Promotion and Leave Committee – Dr. Marty Dunham
- **New Rules for Student Employment-** Hours are limited to 20 hours per week as of August 2012.
- **CPE Institutional Performance Metrics-** The CPE Strategic Agenda titled Stronger by Degrees requires Kentucky teacher education programs to meet a goal for new teacher excellence by increasing the percentage of students passing at the 15<sup>th</sup> percentile on the PLT. The COE percentage in 2009-10 was 15.8% and as reported for this year, the COE met the target of 18%. The COE was one of only two public teacher education program to make progress in meeting goal this year. Northern Kentucky University was the other program.

The next CAC meeting is tentatively scheduled for July 17<sup>th</sup> at 1pm.

**Adjournment**

Whaley adjourned the meeting at 3:00pm.  
 Minutes respectfully submitted by: Kellie Harlan